



# PUBLIC NOTICE

Federal Communications Commission  
1919 M St., N.W.  
Washington, D.C. 20554

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Released: June 21, 1996

## PROCEDURES FOR ELECTRONIC FILING OF ANTENNA STRUCTURE REGISTRATION

In a Report and Order released on November 30, 1995, WT Docket 95-5, the Commission adopted rules to streamline the Commission's antenna structure clearance process and decrease the number of filings regarding antenna clearance. A new uniform procedure which applies to antenna structure owners becomes effective July 1, 1996. (Detailed information concerning the revised antenna structure registration procedures can be found in Fact Sheet PR 5000 #15 available by calling the FCC's Forms Distribution Center at (800) 418-FORM (3676) or by downloading from the FCC's Internet location at <http://www.fcc.gov/wtb/antstruc.html>.)

To better serve our customers, the Commission encourages the use of the Internet and electronic filing technologies to accept antenna structure registration information. Attached to this notice, you will find the expected file format for electronically filed antenna structure registrations (FCC Form 854 and FAA Determination information). Care should be taken to ensure that each data element is provided in the format and no larger than the size as specified on the format attachment. Also attached are the data edits which will be used to validate the registration data. Information must be submitted in a manner which is compatible with these edits. Incorrect submissions will result in an automatic dismissal of that particular filing.

Normally, the registration form must be signed by the owner. In the case of electronic filing, however, it would be unreasonable to require the owner to provide such information manually. Therefore, either the owner, or the owner's designee, may provide the owners name in the signature block (data element AR37 - see attached) when filing electronically.

Information will be accepted in a flat file format, as attached. The file should be attached to an E-Mail sent to [TOWER@fcc.gov](mailto:TOWER@fcc.gov). For additional information or assistance you may contact the FCC Technical Support Group at 202-414-1250 or the FCC's Consumer Assistance Branch in Gettysburg, PA at 800-322-1117 or by FAX at 717-338-2694.

-FCC-

## Tower Registration File Format

FIELD	Data	FIELD	FIELD	FIELD	FIELD	NOTES
Number	Element #	Name	Size	Type	Edit	
1	AR01	Owner	200	A	Y	
2	AR02	Phone	10	NO	Y	
3	AR03	DBAName	40	A	N	
4	AR04	Attn	35	A	N	
5	AR05	Address	35	A	Y	
6	AR06	POBox	20	A	N	
7	AR76	Internet	50	A	N	
8	AR07	OwnerCity	20	A	Y	
9	AR08	OwnerST	2	UO	Y	
10	AR09	Zipcode	9	NO	Y	
11	AR10	Purpose	1	UO	Y	
12	AR11	DtConst	6	NO	Y	
13	AR14	DtDismnt	6	NO	Y	
14	AR15	FCCRegNo	7	NO	Y	
15	AR16	RegIssDt	6	NO	Y	
16	AR17	ModPurp	4	UO	Y	

17	AR18	GeoLoc	80	A	Y	
18	AR19	AntCity	20	A	Y	
19	AR20	AntState	2	A	Y	
20	AR21	Datum	1	NO	Y	
21	AR22	LatDegIn	2	ZO	Y	
22	AR22	LatMinIn	2	ZO	Y	
23	AR22	LatSecIn	2	ZO	Y	
24	AR23	LonDegIn	3	ZO	Y	
25	AR23	LonMinIn	2	ZO	Y	
26	AR23	LonSecIn	2	ZO	Y	
27	AR24	StructTp	6	A	Y	
28	AR84	CtrLtDeg	2	ZO	Y	
29	AR84	CtrLtMin	2	ZO	Y	
30	AR84	CtrLtSec	2	ZO	Y	
31	AR85	CtrLnDeg	3	ZO	Y	
32	AR85	CtrLnMin	2	ZO	Y	
33	AR85	CtrLnSec	2	ZO	Y	
34	AR25	Elevatn	5.1	A	Y	
35	AR27	StructHt	3.1	A	Y	
36	AR29	OvrallHt	3.1	A	Y	
37	AR31	FAAYesNo	1	UO	Y	
38	AR32	854Study	20	A	Y	
39	AR33	854RegOf	24	A	N	
40	AR34	DtFAA	6	NO	Y	
41	AR35	FCCp/11	4	A	Y	
42	AR35	FCCp/12	4	A	Y	
43	AR35	FCCp/13	4	A	Y	
44	AR35	FCCp/14	4	A	Y	
45	AR35	FCCp/15	4	A	Y	

46	AR35	FCCp/l6	4	A	Y	
47	AR35	FCCp/l7	4	A	Y	
48	AR35	FCCp/l8	4	A	Y	
49	AR35	FCCp/l9	4	A	Y	
50	AR35	FCCp/l10	4	A	Y	
51	AR35	FCCp/l11	4	A	Y	
52	AR36	EnvYN	1	UO	Y	
53	AR37	SignName	40	A	Y	

54	AR38	Title	40	UO	N	
55	AR70	Narrativ	510	A	N	
56	AR83	NarrFile	8	A	N	
57	AR69	AeroStdy	20	A	Y	
58	AR64	FAAElev	6.1	A	Y	
59	AR60	FAAStrHt	4.1	A	Y	
60	AR62	FAATotht	6.1	A	Y	
61	AR55	FAACirc	10	A	Y	
62	AR54	FAAChap1	2	A	Y	
63	AR54	FAAChap2	2	A	Y	
64	AR54	FAAChap3	2	A	Y	
65	AR54	FAAChap4	2	A	Y	
66	AR54	FAAChap5	2	A	Y	
67	AR54	FAAChap6	2	A	Y	
68	AR54	FAAChap7	2	A	Y	
69	AR54	FAAChap8	2	A	Y	
70	AR56	FAARem	510			Leave Blank
71	AR67	LatDeg83	2	ZO	Y	
72	AR67	LatMin83	2	ZO	Y	
73	AR67	LatSec83	2	ZO	Y	
74	AR68	LonDeg83	3	ZO	Y	
75	AR68	LonMin83	2	ZO	Y	
76	AR68	LonSec83	2	ZO	Y	
77	AR66	FAAExpDT	6	NO	Y	
78	AR58	FAAIssDT	6	NO	Y	
79	AR59	FAAFinDt	6	NO	Y	
80	AR39	SourceCd	1	"D"		
81	AR40	854RecDt	6			Leave Blank
82	AR45	IDKeyer	3			Leave Blank



Field Number - Field Name - Edit(Instructions)

(Note: Fields without edits or special instructions are not included in this list.)

1 - Owner Name - Must be present. (For an individual, key Last Name (comma) (space) First Name (space) Middle Initial - Example: Smith, John A)

2 - Owner Phone Number - If present, must be 10 position numeric.

5 - Owner Address - Should be present.

8 - Owner City - Must be present.

9 - Owner State - If blank, check city's first three characters for "APO" or "FPO", otherwise, must be present and match an entry in state ZIP Code table (see attached). Can not be GM.

10 - Owner ZIP Code - Must be minimum 5 position numeric and match on 1st position of state with the ZIP Code table when the state is present (if APO or FPO will still have ZIP Code but no entry in state ZIP Code table).

11 - Purpose -Must be present and match N,R,D or M.

12 - Date Constructed/6 numeric MMDDYY, MM=01-12, DD=01-31, YY= < Current Year. Must be present if Purpose (Field 11) = R (Note: If only MMY or YY entered, fill missing parts with 01). Must not be greater than current date.

13 - Date Dismantled/6 Numeric, MMDDYY, MM=01-12, DD=01-31, YY NOT < 96 or > current year + 1 month. Must be present if Purpose = D (Note: If only MMY or YY entered, fill missing parts with 01). Must not be greater than current date.

14 - FCC Registration Number - IF Purpose (Field 11) = M or D, can not be blank and must be 7 positions. If Purpose (Field 11) = N or R, must be blank.

15 - Date Issued/6 numeric MMDDYY, MM=01-12, DD=01-31, YY NOT < 96 or > current year, MMDDYY NOT < 7/1/96 or > current date. Must be present if Purpose = D or M. If purpose = N or R, must be blank.

16 - Nature of Modification - Must be present if Purpose (Field 11) = M. If not blank, must be 1 or combination of C, H, L or O, no letter can repeat. If Purpose (Field 11) = N, R or D, must be blank.

17 - Geographic Location - Must be present if Purpose (Field 11) = N, R or M (and Nature of

Mod (Field 16) = C).

18 - Structure City - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C).

19 - Structure State - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). If present, must match an entry in state code table.

20 - NA Datum Indicator - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). If present, must be either 2 or 8.

21 - Latitude (Degrees) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). Must be  $<$  or  $= 90$ .

22 - Latitude (Minutes) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). Must be  $< 60$ .

23 - Latitude (Seconds) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). Must be  $< 60$ . If partial seconds, round .5 and above to next higher digit, else round down to next lower digit.

24 - Longitude (Degrees) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). Must be  $<$  or  $= 180$ .

25 - Longitude (Minutes) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). Must be  $< 60$ .

26 - Longitude (Seconds) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = C). Must be  $< 60$ . If partial seconds, round .5 and above to next higher digit, else round down to next lower digit.

27 - Structure Type - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = H). If present, must be valid structure type (B, BANT, BMAST, BPIPE, BPOLE, BRIDG, BTWR, MAST, PIPE, POLE, RIG, SILO, STACK, TANK, TOWER, TREE, UPOLE, nnTAnn where first nn is the number of towers in an array and the second nn is optional and indicates the position within the array, nTOWER (or any other valid structure type) with n being a number (ex. 2TOWER, 5TANK, etc)). If structure type is nnTAnn, provide center array coordinates (optional).

#### Definitions of Structure Type Codes:

B	Building
BANT	Building with antenna on top
BMAST	Building with mast/antenna on top
BPIPE	Building with pipe/antenna on top
BPOLE	Building with pole/antenna on top



BRIDG	Bridge
BTWR	Building with tower/antenna on top
MAST	Self-support structure
NNTANN	Antenna tower array
NTOWER	Multiple Structures
PIPE	Any type of pipe
POLE	Pole used only to mount an antenna
RIG	Oil or other type of rig
SILO	Any type of silo
STACK	Smoke stack
TANK	Any type of tank, water, gas, etc.
TOWER	A free standing or guyed structure used for communication purposes
TREE	When used as support for an antenna
UPOLE	Utility pole/tower used to provide service (electric, telephone, etc.)

28 - Center array Latitude (Degrees) - If present, must be < or = 90.

29 - Center array Latitude (Minutes) - If present, must be < 60.

30 - Center array Latitude (Seconds) - If present, must be < 60. If partial seconds, round .5 and above to next higher digit, else round down to next lower digit.

31 - Center array Longitude (Degrees) - If present, must be < or = 180.

32 - Center array Longitude (Minutes) - If present, must be < 60.

33 - Center array Longitude (Seconds) - If present, must be < 60. If partial seconds, round .5 and above to next higher digit, else round down to next lower digit.

34 - FCC Elevation Hgt (Meters) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = H). If present, must be = or > -152.4 and < or = 6248.5.

35 - FCC Structure Hgt (Meters) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = H). If present, must be > 0 and < or = 609.6.

36 - FCC Overall Hgt (Meters) - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = H). If present, must be > 6.1 and < or = 609.6.

37 - FAA Notification - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = H, C, or L). If present, must be Y or N.

38 - FAA Study Number - If FAA Notification (Field 37) = Y, must be present and match FAA Study Number (Field 57).

40 - FAA Issue Date/6 Numeric MMDDYY, If present MM=01-12, DD=01-31, YY = < Current Year (Note: If only MMY, or YY entered, fill missing parts with 01). Must not be greater than current date.

41-51 - FCC Paint/Light - If present, must be valid FCC Paint/Light Paragraph, no repeating of paragraph numbers. FCC Paragraphs = 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, A, B, C, D, E, F, G, H, I, J, 10.1, 10.2, 10.3, 10.4, 19.1, 19.2, 19.3, 19.4.

52 - NEPA - Must be present if Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = H, C, or L). If present, must be Y or N.

53 - Typed Name - Must be present.

55 - Narrative - This can be up to 510 characters of typed narrative.

56 - Narrative File Name - Enter the filename that contains the narrative for this application. The filename must conform to standard DOS file naming conventions. This file **must** be attached to the same electronic mail message as the application data. (Narrative file **must** be ASCII text, *no graphic or word processor formats*.)

57 - FAA Study Number - If FAA Notification = Y, must be present and match 854 Study Number (Field 38).

58 - FAA Elevation (Feet)(MSL) - If present, must be > or = -500.0 and = or < 20500.0 1

59 - FAA Structure Hgt (Feet)(AGL) - If present, must be > 20.0 and = or < 2000.0 1

60 - FAA Overall Hgt (Feet)(AMSL) - If present must be > or = -480.0 and = or < 22500.0 1

1 If FAA Notification (Field 37) = Y and Purpose (Field 11) = N, R or M (and Nature of Mod (Field 16) = H), then two of the FAA heights must be present. If all three are present, FAA Elev. MSL (Field 58) + FAA Struct. AGL Hgt (Field 59) must = FAA Overall AMSL (Field 60).

61 - FAA Circular Number - If FAA Notification (Field 37) = Y and FAA Chapters (Field 62) not blank and not = N, must be present.

62-69 - FAA Chapters - If FAA Notification (Field 37) = Y - Three options: 1) Blank for unable to determine if chapters are required (FAA does not state that there are **no** requirements for painting and lighting or states that painting and lighting are required but does not reference chapter number(s)), 2) N for FAA states that no painting and lighting is required, or 3) enter all the chapters indicated on the FAA Determination. If chapters are entered they must be valid FAA chapters, no repeating of chapter numbers. If FAA chapter = N, it must be the only chapter. Valid FAA Chapters = N, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11,

12, 13.

71 - Latitude (Degrees) - If FAA Notification (Field 37) = Y, must be present and be < or = 902

72 - Latitude (Minutes) - If FAA Notification (Field 37) = Y, must be present and be < 602

73 - Latitude (Seconds) - If FAA Notification (Field 37) = Y, must be present and be < 602  
If partial seconds, round .5 and above to next higher digit, else round down to next lower digit.

74 - Longitude (Degrees) - If FAA Notification (Field 37) = Y, must be present and be < or = 1802

75 - Longitude (Minutes) - If FAA Notification (Field 37) = Y, must be present and be < 602

76 - Longitude (Seconds) - If FAA Notification (Field 37) = Y, must be present and be < 602  
If partial seconds, round .5 and above to next higher digit, else round down to next lower digit.

2 If FAA Latitude (Fields 71,72,73) and FAA Longitude (Fields 74,75,76) are present and NAD (Field 20) = 8, then FAA Latitude Degrees (Field 71) must equal FCC Latitude Degrees (Field 21), FAA Latitude Minutes (Field 72) must equal FCC Latitude Minutes (Field 22), FAA Latitude Seconds (Field 73) must equal within 1 second FCC Latitude Seconds (Field 23), FAA Longitude Degrees (Field 74) must equal FCC Longitude Degrees (Field 24), FAA Longitude Minutes (Field 75) must equal FCC Longitude Minutes (Field 25), and FAA Longitude Seconds (Field 76) must equal within 1 second FCC Longitude Seconds (Field 26).

77 - FAA Expiration Date/6 Numeric MMDDYY - If Purpose (Field 11) = N and FAA Notification (Field 37) = Y, must be present. If present MM=01-12, DD=01-31, YY not > System year + 18 months.

78 - FAA Issue Date/6 numeric MMDDYY - If FAA Notification (Field 37) = Y must be present. MM=01-12, DD=01-31, YY= < Current Year. Must not be greater than current date.

79 - FAA Final Date/6 numeric MMDDYY - If present, MM=01-12, DD=01-31, YY= < System Year + 1 week, must be within 1 week of the current (System) date.

80 - Data Source Code - Output the alphabetic character D.

81 - Date 854 Received - Must be NULL.

82 - Initials Keyer - Must be NULL.

83 - Date Keyed - Must be Null.

84 - Signed - Output the alphabetic character Y. If left blank or has any other character, the application is considered 'unsigned'.

### **ELECTRONICALLY SUPPLIED FILE Output**

#### **General:**

All alphabetic letters are to be uppercase. Lower case may not pass edits and will not match for system queries.

Produce a single output record per "application" in field number order delineated by a pipe (|). Blank or null fields must be represented positionally, ie. a pipe followed by a pipe (| |). Produce a single ASCII file containing all of the applications' data with individual ASCII files containing the scanned material for each application. There is a limit of one narrative file per application but a single narrative file can be used for multiple applications.

# State ZIP Code Table

<u>State</u>	<u>ZIP Code</u>	<u>State Name</u>
AK	9	Alaska
AL	3	Alabama
AR	7	Arkansas
AS	9	American Samoa
AZ	8	Arizona
CA	9	California
CO	8	Colorado
CT	0	Connecticut
DC	2	District of Columbia
DE	1	Delaware
FL	3	Florida
GA	3	Georgia
GM		Gulf of Mexico (Not valid for OWNER mailing state)
GU	9	Guam
HI	9	Hawaii
IA	5	Iowa
ID	8	Idaho
IL	6	Illinois
IN	4	Indiana
KS	6	Kansas
KY	4	Kentucky
LA	7	Louisiana
MA	0	Massachusetts
MD	2	Maryland
ME	0	Maine
MI	4	Michigan
MN	5	Minnesota
MO	6	Missouri
MP	9	North Mariana Island
MS	3	Mississippi
MT	5	Montana
NC	2	North Carolina
ND	5	North Dakota
NE	6	Nebraska
NH	0	New Hampshire
NJ	0	New Jersey
NM	8	New Mexico
NV	8	Nevada
NY	0	New York
NY	1	New York
OH	4	Ohio
OK	7	Oklahoma

OR	9	Oregon
PA	1	Pennsylvania
PR	0	Puerto Rico
RI	0	Rhode Island
SC	2	South Carolina
SD	5	South Dakota
TN	3	Tennessee
TX	7	Texas
UM	9	Baker Island
UM	9	Howland Island
UM	9	Jarvis Island
UM	9	Johnston Island
UM	9	Kingman Reef
UM	9	Midway Island
UM	9	Navassa Island
UM	9	Palmyra Island
UM	9	Peale Island
UM	9	Wake Island
UM	9	Wilkes Island
UT	8	Utah
VA	2	Virginia
VI	0	Virgin Islands
VT	0	Vermont
WA	9	Washington
WI	5	Wisconsin
WV	2	West Virginia
WY	8	Wyoming